

INFORMATION NOTICE

WORKFORCE SERVICES

Number: WSIN10-77

Date: June 29, 2011

Expiration Date: 7/29/13

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TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: PARTICIPANT AND FINANCIAL CLOSEOUT INFORMATION FOR
ARRA 2009

The purpose of this Information Notice is to provide a brief overview on the closeout process for the American Recovery and Reinvestment Act (ARRA) program.

The ARRA was signed into law by President Obama on February 17th, 2009. The ARRA Workforce Investment Act (WIA) program ends June 30, 2011 at which time, all states, subgrantees, subrecipients and vendors will no longer have access to ARRA funds as referenced on page 5 of **Training and Employment Notice 30-08** (March 4, 2009) and page 9 of **Training and Employment Guidance Letter Number 14-08** (March 18, 2009).

Recipients of the ARRA WIA funds must start the closeout process for both the participants that were served and the funds received under the ARRA program.

Participant Closeout Procedure:

Prior to the final June 30th Individual Participant Data submission (due July 20, 2011), all ARRA participant updates must be completed. Remember that no new participants can be enrolled into ARRA funding streams.

If continuing to serve an ARRA participant:

- Co-enroll participant under other non-ARRA funding sources.
- Closeout ARRA-funded activities on ARRA enrollment form (completion code and end date on or prior to 06/30/2011 for every activity).
- Refer to co-enrollment guidelines in Information Notice [WSIN10-17](#).
- An ARRA youth participant over 21 years old cannot be co-enrolled as a WIA youth participant.

If services to the ARRA participant are complete:

- Exit the participant on, or prior to, 06/30/2011.

EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Special requests for services, aids, and/or special formats need to be made by calling (916) 654-8055 (Voice). TTY users, please call the California Relay Service at 711.

Financial Closeout Procedure:

All ARRA WIA recipients are required to submit a completed closeout package within **30 calendar days** after 6/30/11. This is an accelerated closeout period as closeout packages are typically due within 60 calendar days of any closeout action occurring. However, due to the expiration date of the ARRA dollars, the State needs all subrecipient closeouts within **30 calendar days** to ensure the State has enough time to closeout the entire program to meet the Department of Labor's closeout deadline. For complete closeout instructions, refer to the [WIA Closeout Handbook](#) (WSD09-12) dated March 4, 2010.

To assist with the closeout process, the following grant codes were specifically assigned for the American Recovery and Reinvestment Act funds and will require an accelerated closeout: 102, 103, 104, 105, 106, 108, 120, 122, 123, 125, 126, 127, 128, 129, 132, 135, 136, 137, 140, 141, 142, 144, 145, 147, 148, 149, and 153.

If you have any questions, please contact your [Regional Advisor](#) at (916) 654-7799.

/S/ MICHAEL EVASHENK, Chief
Workforce Services Division